

MINUTES  
COMMITTEE OF THE WHOLE MEETING  
Monday, October 22, 2012

Present:

Trustee Brandt	<del>Trustee Feldman</del>
Trustee Grujanac	Trustee McDonough
Trustee Saltiel	Trustee Servi
<del>Mayor Blomberg</del>	Village Clerk Mastandrea
Village Manager Burke	Police Chief Kinsey
Director of Public Works Hughes	Director of Community Development McNellis
Village Attorney Simon	<del>Village Treasurer Curtis</del>
Director of Financial Systems Roelker	

ROLL CALL

In Mayor Blomberg's absence, Village Clerk Mastandrea called the meeting to order at 7:18 p.m. and called the roll. Village Clerk Mastandrea requested a motion to appoint a Temporary Chair. Trustee Brandt moved and Trustee McDonough seconded the motion to appoint Trustee Saltiel as Temporary Chair. The roll call vote was as follows: AYES: Trustees Brandt, McDonough, Servi Grujanac and Saltiel. NAYS: None. ABSENT: Trustee Feldman. ABSTAIN: None. Temporary Chair Saltiel declared the motion carried.

APPROVAL OF MINUTES

2.1 Acceptance of the October 8, 2012 Committee of the Whole Meeting Minutes

2.11 The minutes of the October 8, 2012 Committee of the Whole Meeting were accepted as submitted.

3.0 ITEMS OF GENERAL BUSINESS

3.1 Planning, Zoning and Land Use

3.11 Consideration of referral request – Final Plat of Resubdivision – Lincolnshire Downtown Resubdivision (Village of Lincolnshire).

Director of Community Development McNellis reviewed the application. Village Attorney Simon said the Pedestrian Bridges would remain to be owned and maintained by the Village.

There was a consensus of the Board to refer this item to the Zoning Board.

### 3.2 Finance and Administration

### 3.3 Public Works

#### 3.31 Consideration and Discussion of the Use of Village Streets by the District 103 Parent-Teacher Organization for a 5K Walk/Run to be Held on May 19, 2013 (Village of Lincolnshire).

Director of Public Works Hughes explained the Parent Teacher Organization (PTO) is requesting to use portions of Riverwoods Road and Surrey Lane for the third year for their annual 5K Walk/Run. To be permitted to use the Village streets, the PTO needs approval from the Village Board. Staff recommends approving the request.

Trustee Brandt said last year the event conflicted with prom, and some residents got trapped in their neighborhood at the time of the run and wanted to know if there was a better way to inform the residents of this event. Director of Public Works Hughes said a sign board is used to advertise the event, and the PTO is responsible for providing notice to everyone north of Route 22. Trustee Saltiel asked how early the sign board is installed. Director of Public Works Hughes said the sign board is put up a week in advance. Trustee Grujanac recommended putting this on our cable channel. Director of Public Works Hughes said this will be put in the Newsletter, on Facebook, on the Website and in the E! Newsletter.

There was a consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

## 4.0 UNFINISHED BUSINESS

Director of Community Development McNellis said if any of the Board Members would be interested in being a Liaison for the Economic Strategic Plan focus groups, to e-mail him. Trustee McDonough asked if the focus groups would be meeting during business hours. Director of Community Development McNellis said the focus groups were all scheduled for after work hours, in various meeting rooms at the Village Hall and information is on the Website.

## 5.0 NEW BUSINESS

Trustee Brandt wanted to know if the trees on Riverwoods Road were being marked for removal. Director of Public Works Hughes confirmed the trees were marked for removal. For those trees located on private property, the property owners would be notified of the need to plan for removal of the dead or dying trees.

Trustee Brandt said there is an unoccupied, white house on the south end of Brookwood and the door appears to be falling off. Trustee Brandt said a request was made to the bank to keep the house maintained and wanted to know the status of this house. Director of Community Development McNellis responded it was his understanding someone bought the property and staff would look into the sale and maintenance of the house.

Trustee McDonough asked how the disaster drill went at the Village Hall. Director of Public Works Hughes said staff met with the Fire Department and Lake County Emergency Management to go through the drill. Director Hughes explained the training scenario consisted of the Village responding to the needs of the community in the event an EF-5 tornado hit the community. Trustee McDonough asked what the Board could do in this type of an emergency. Director of Public Works Hughes said staff would follow up with the Board on specific actions at a future meeting. However, she did not Board members should become National Incident Management System (NIMS) certified.

## 7.0 ADJOURNMENT

Trustee McDonough moved and Trustee Grujanac seconded the motion to adjourn. The voice vote was unanimous and Temporary Chair Saltiel declared the meeting adjourned at 7:32 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea  
Village Clerk